



**Colonial Heights  
City Council Special Meeting  
January 16, 2024  
6:45pm**

*Winter*





**Colonial Heights  
City Council Regular Meeting  
January 16, 2024  
7:00pm**

*Winter*

# **Colonial Heights City Council Meeting**

## **January 16, 2024**



- 1. Call to Order**
- 2. Roll Call**
- 3. Devotion – The Honorable John E. Piotrowski**
- 4. Pledge of Allegiance**
- 5. Adoption of Agenda**
- 6. Declarations of Personal Interest**

# Colonial Heights City Council Meeting

## January 16, 2024



### **7. Commendations And Presentations:**

*None*

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### 8. Reading of Manner Addressing Council

**ANY MEMBER OF THE PUBLIC** addressing the Council shall approach the lectern, give his name and address in an audible tone of voice for the record, **AND ADDRESS THE COUNCIL AS A BODY RATHER THAN SPEAK TO ANY MEMBER.** Unless further time is granted by the Council, **ANY MEMBER OF THE PUBLIC** shall address the Council for a maximum of five (5) minutes, regardless of the number of issues he desires to discuss. **PROVIDED** however, that the main proponent of any application, petition, or plan that is the subject of a public hearing shall be allowed to address the Council initially for a maximum of ten (10) minutes and later in rebuttal for a maximum of three (3) minutes.

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### 9. Written Petitions and Communications By Members of the Public and Council Members

*None*

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### **10. Advertised Public Hearings**

#### ***A. AN ORDINANCE NO. 23-FIN-18***

*(Second Reading)* To amend the General Fund Budget for the fiscal year beginning July 1, 2023, and ending June 30, 2024, by appropriating a total of \$1,107,213 in prior year encumbrances.

To amend the Recreation Fund Budget for the fiscal year beginning July 1, 2023 and ending June 30, 2024, by appropriating a total of \$6,529 in prior year encumbrances.

To amend the Water and Sewer Fund by \$74,602 for the fiscal year beginning July 1, 2023 and ending June 30, 2024, by appropriating a total of \$74,602 in prior year encumbrances.



## **10. Advertised Public Hearings**

### ***B. AN ORDINANCE NO 23-FIN-19***

*(Second Reading)* To amend the General Fund Budget for the fiscal year beginning July 1, 2022, and ending June 30, 2023 by appropriating a total amount of \$793,253 to Public Safety for personnel expenses as follows: 1) \$312,000 from assigned fund balance for one-time bonuses; 2) \$217,000 from assigned fund balance for vacation payouts; and 3) \$264,253 from unassigned fund balance for personnel expenses.

To amend the General Fund Budget for the fiscal year beginning July 1, 2022, and ending June 30, 2023, by transferring a total amount of \$133,290 to Public Safety for personnel expenses as follows: 1) \$47,717 from General and Financial Administration; 2) \$62,530 from Public Works; and 3) \$23,043 from Human Services.

To amend the General Fund Budget for the fiscal year beginning July 1, 2022, and ending June 30, 2023, by transferring \$808,429 from Council Contingency to the following Departments for personnel expenses: 1) \$9,995 to Legislative; 2). \$248,382 to Judicial Administration; 3) \$428,463 to Public Safety; 4) \$90,539 to Culture & Recreation; and 5) \$31,050 to Community Development.



## ***10-B. AN ORDINANCE NO 23-FIN-19 continued...***

To amend the General Fund Budget for the fiscal year beginning July 1, 2022, and ending June 30, 2023 by transferring \$5,361,945 in General Fund expenditure savings to the Capital Projects Fund due to public safety personnel expenses being charged to the Emergency Response Fund.

To amend the Emergency Response Fund Intergovernmental Revenue for fiscal year beginning July 1, 2022 and ending June 30, 2023, by appropriating \$5,361,945 of deferred ARPA revenue for public safety personnel expenses.

To amend the Capital Projects Fund Revenue for fiscal year beginning July 1, 2022 and ending June 30, 2023, by appropriating \$5,361,945, consisting of 1) \$4,500,000 in transfer of General Fund expenditure savings to change the funding source for the City-wide Infrastructure Project from ARPA funds to General Fund expenditure savings; and 2) by appropriating \$861,945 in transfer from General Fund expenditure savings for the Lakeview Dam project.

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### **11. Hearing of Citizens Generally on Non-Agenda Items**

# Colonial Heights City Council Meeting

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## **12. Consideration of Uncontested Minutes, Ordinances, Resolutions, and Motions in Accordance with the Consent Agenda**

### **A. AN ORDINANCE NO 23-FIN-17**

*(Second Reading)* To amend the General Fund Budget for the fiscal year beginning July 1, 2023, and ending June 30, 2024, by appropriating \$2,165 from the Virginia Department of Environmental Quality to Public Works for litter abatement.

To amend the Capital Projects Fund Budget for the fiscal year beginning July 1, 2023 and ending June 30, 2024, by appropriating \$300,106 from the Virginia Department of Transportation for the North Elementary School project.

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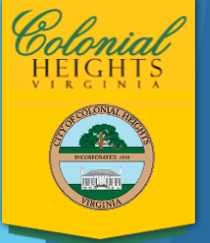
## **12. Consideration of Uncontested Minutes, Ordinances, Resolutions, and Motions in Accordance with the Consent Agenda**

### **B. December 12, 2023 Special Meeting Minutes**



# Colonial Heights City Council Meeting

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### **13. Introduction And Consideration Of Ordinances And Resolutions:**

#### ***A. AN ORDINANCE NO 24-FIN-1***

*(First Reading)* To amend the General Fund Budget for the fiscal year beginning July 1, 2023, and ending June 30, 2024, by appropriating a total of \$168,392, consisting of: 1) \$168,092 in grant funds from the Department of Criminal Justice to the Police Department for the Colonial Heights 2024 Firearm Intervention and Prevention Program; and 2) \$300 in donations from citizens to the Police Department for the 2024 Honors and Awards Banquet.

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### **13. Introduction And Consideration Of Ordinances And Resolutions:**

#### ***B. A RESOLUTION NO 24-1***

*Declaring City Council's intent to form a Tourism Improvement District and Scheduling a public hearing concerning the formation of such district.*

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### **13. Introduction And Consideration Of Ordinances And Resolutions:**

#### ***C. A RESOLUTION NO 24-2***

*Ending the local state of emergency and disaster declared by the Director of Emergency Services on June 16, 2023.*

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### **13. Introduction And Consideration Of Ordinances And Resolutions:**

#### ***D. A RESOLUTION NO 24-3***

*Specifying the regular meeting dates of the Colonial Heights City Council.*



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### **14. Unfinished Business, Contested Ordinances And Resolutions, And Items Removed From The Consent Agenda**

***None***

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### **15. Reports of Officers and Documents Related Thereto:**

#### ***A. City Manager***

*1. Discussion Regarding Amendments To The Lease Agreement With Collegiate Baseball Experience*

# Colonial Heights City Council Meeting

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### **15. Reports of Officers and Documents Related Thereto:**

#### ***A. City Manager***

##### ***2. City Website Redesign Presentation***

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### **15. Reports of Officers and Documents Related Thereto:**

#### ***A. City Manager***

##### ***3. General Activity Report***



## Dates of Interest

February 2024	March 2024
Feb. 6 <sup>th</sup> (6:00 pm) - Planning Commission Meeting - Council Chambers	Mar. 1 <sup>st</sup> & 2 <sup>nd</sup> City Council Retreat @ Smithfield Station
Feb. 14 <sup>th</sup> (7:00 pm) - City Council Regular Meeting-Council Chambers	Mar. 5 <sup>th</sup> (6:00 pm) - Planning Commission Meeting - Council Chambers
	Mar. 12 <sup>th</sup> (7:00 pm) - City Council Regular Meeting-Council Chambers
	Mar. 19 <sup>th</sup> (6:00 pm) - City Council Special Meeting- Council Chambers

## CITY HOLIDAYS

- Monday, February 19th, 2024 – (Government Offices Closed)
- Friday, March 29th, 2024 – (Government Offices Closed)

## CITY ACTIVITIES/EVENTS

### ➤ 2024 Elections:

- **Presidential Primary: Tuesday, March 5, 2024 (Early voting begins January 19th until March 2nd)**
- **Primary: Tuesday, June 28, 2024 (Early voting begins May 3rd until June 15th)**
- **General Election: Tuesday, November 5, 2024 (Early voting begins September 20th until November 2nd)**

## **15. Reports of Officers and Documents Related Thereto:**

### ***A. City Manager***

#### ***4. City of Colonial Heights Audit Statement***

**In accordance with requirements in the Code of Virginia §15.2-2511, if a locality's audit is not completed as required by this statute, the locality must promptly post a statement on its website with the following information:**

- That the required audit is pending,**
- The reasons for the delay,**
- And the estimated date of completion.**

#### **City of Colonial Heights Audit Statement**

The City of Colonial Heights audit for the fiscal year ending June 30, 2023 is pending. The major factors for the delay of the audit are: 1) implementation of a new financial system; 2) turnover in critical staff related to completion of the audit, specifically the Director of Finance. The City of Colonial Heights finance team is working diligently to complete their tasks for the auditors to prepare the FY23 audit report. Our estimated date of completion for the audit report is February 29, 2024.

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## **15. Reports of Officers and Documents Related Thereto cont.:**

### ***B. City Attorney***



# Colonial Heights City Council Meeting

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## **15. Reports of Officers and Documents Related Thereto cont.:**

### ***C. Director Of Planning And Community Development***

#### ***1. Planning Boards And Commissions Summary***



**16. ADJOURNMENT**  
**Colonial Heights**  
**City Council Regular Meeting**  
**January 16, 2024**

*Winter*